

# High Sick Leave Consumption Economic Development



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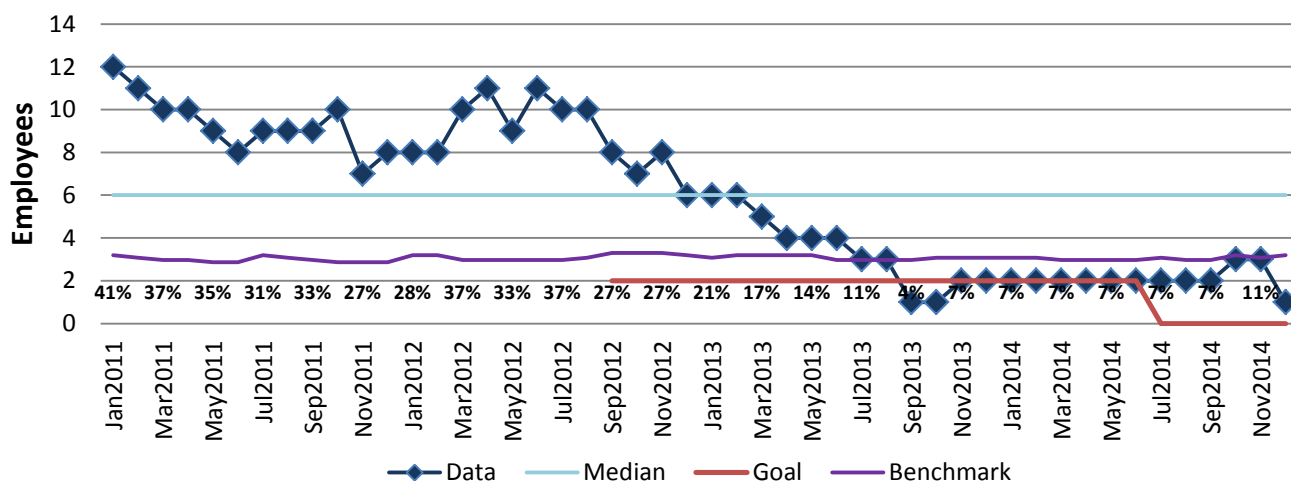
Process: Time & Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY13, 50 employees Goal: September 12 - July 14: no more than 2 employees. Updated August 14: 0 employees  Benchmark: 11% LMG Top Quartile Oct2014	Data Source: Payable Time PeopleSoft  Goal Source: Enterprise KPI for productivity  Benchmark Source: OPI sick leave study	Plan-Do-Check-Act Step 8: Monitor and diagnose Measurement Method: # of employees who used 9 or more out of 12 sick <sup>1</sup> days in a 12 month period; rate calculated by dividing by total employees Why Measure: Promote a culture in which sick time is used appropriately Next Improvement Step: Monitor to ensure that level of high sick leave consumption is maintained

## How Are We Doing?

Dec2013-Dec2014 12 Month Avg Goal	Dec2013-Dec2014 12 Month Average		Dec2014 Goal	Dec2014 Actual	
<b>1</b>	<b>2</b>		<b>0</b>	<b>1</b>	
Employees	Employees		Employees	Employees	

## High Sick Leave Consumption



The seven basic quality tools, "5 Whys" technique, brainstorming and other methods will be applied to the measure graphed above. The purpose of using the tools/methods is to understand what makes performance less than desirable if performance is not best in class.